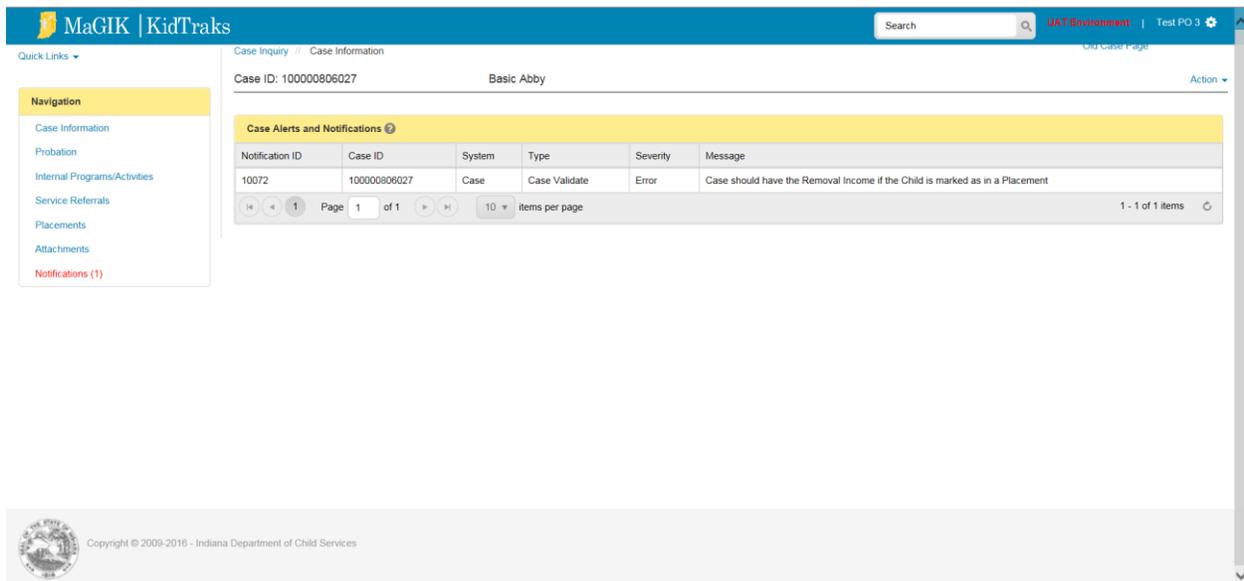


	<b>INDIANA DEPARTMENT OF CHILD SERVICES</b> <b>PROBATION SERVICES MANUAL</b>	
	<b>Chapter 2: Placements</b>	<b>Effective Date: 9/30/2016</b>
	<b>Section 16: Notifications</b>	<b>Version: 1</b>

**PROCEDURE**

## Notifications

For placement cases, there is required information that must be entered on the case. The Notifications tab provides reminders if these items have not yet been entered. For instance, when completing the Placement Wizard, the PO may not yet have the removal month income or a permanency plan goal. These screens may be skipped but reminders will appear on the Notification tab, so please check this when resuming work on a case.



The screenshot shows the MaGIK | KidTraks interface. The top navigation bar includes the logo and a search field. The left sidebar contains a navigation menu with options like Case Information, Probation, and Notifications (1). The main content area displays 'Case Alerts and Notifications' for Case ID 100000806027. A table lists one notification with the following details:

Notification ID	Case ID	System	Type	Severity	Message
10072	100000806027	Case	Case Validate	Error	Case should have the Removal Income if the Child is marked as in a Placement

At the bottom of the page, there is a footer with the text: Copyright © 2009-2016 - Indiana Department of Child Services.

Once the data/requirement has been met, the notifications area on this tab will be blank.